

July 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Normal DW refresh	2 Normal DW refresh	3 HOLIDAY Normal DW refresh	Normal DW refresh
5	6 Normal DW refresh	7 GL: Re-open GL for EDA Normal DW refresh	8 GL: Final Close Jun 2009 Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh
12	13 LABOR: PP13 Normal DW refresh	14 LABOR: PP13 SURCHARGES Normal DW refresh	15 Normal DW refresh	16 GL: Update AR Trial Table Normal DW refresh	17 Normal DW refresh	18 Normal DW refresh
19	20 Normal DW refresh	21 Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh	25 Normal DW refresh
26	27 LABOR: PP14 SURCHARGES DISBURSEMENTS: Last run for July Normal DW refresh	28 LABOR: Jul Month-end Estimate SURCHARGES Normal DW refresh	29 LABOR: JUL NOAA CORPS SURCHARGES SLTs SLTs to be approved for Jul are due to FMB by 4:00 pm ET CA O/U Reversal – Part C Normal DW refresh	30 SLTs 12:00 pm ET Final Approval CA SURCHARGES processed prior to the “Tier ONE” closing Normal DW refresh	31 CFS G/L MONTH-END PRELIM CLOSING 7:00 AM ET Close Tier 1 WIP CA O/U Process. 12:00 AM ET Close Tier 2 Normal DW refresh	

TIER “ONE” Closing

Tier “ONE” modules will be placed in “**PRELIMINARY**” close for the **July 2009 General Ledger**

- PR – Purchase Requisitions (Commitments)
- PO – Purchase Orders (Obligations, etc.)
- AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

8:00 AM ET: “**Tier ONE**” may begin working on Aug 2009 transactions.

TIER “TWO” Closing

Tier TWO modules, will be placed in “**PRELIMINARY**” close for the **July 2009 General Ledger**

- BE – Budget Execution (Resources, Apportionments, Allotments, BOPs)
NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.
- AR – Accounts Receivable
- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process @ 7:00 AM ET on Friday July 31, 2009
- GJ – General Journal (GJs and Labor, etc.)
- GL – General Ledger
 - These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.

“**Tier TWO**,” should **NOT** enter **ANY** transactions while July 2009 is still open. **ONLY after July 2009** is closed may “**Tier TWO**” modules mentioned above begin working on August 2009 transactions.